

**AN ORDINANCE BY HOWARD SHOOK  
AS SUBSTITUTED BY FINANCE EXECUTIVE COMMITTEE**

**07-O-1789**

**AN ORDINANCE TO AMEND ARTICLE "V", CLASSIFICATION  
PLAN, OF THE CODE OF ORDINANCES, CITY OF ATLANTA,  
GEORGIA, SO AS TO CREATE CLASSIFICATIONS AND FOR  
OTHER PURPOSES.**

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS** that the Code of Ordinances, City of Atlanta, Georgia, be and the same is hereby amended as follows:

**SECTION 1 - EFFECTIVE DATE OF ACTIONS:** That the effective date for actions contained within this ordinance shall be the beginning date of the pay period following adoption by Council and approval by the Mayor.

**SECTION 2 - CLASSIFICATION CREATIONS:** That the classification plan of the City of Atlanta is hereby amended by creating the following classes as indicated:

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
<b>Enterprise Assets Management Officer</b>	312366	50	\$108,713 - \$157,995
<b>Enterprise Assets Director</b>	312367	41	\$ 75,439 - \$115,746

**SECTION 3** – That the workforce level for the Executive Offices shall become 425 positions.

**SECTION 4** – That all ordinances and parts of ordinances in conflict herewith be and the same are hereby waived.

CONDITION FOR APPROVAL FORM  
(TO ACCOMPANY LEGISLATION)

COMMITTEE: Finance/Executive

DATE: 8/29/7

ORDINANCE # 07-0-1789 RESOLUTION # \_\_\_\_\_

REQUESTED BY: Committee + Moon

DIRECTED TO: DPHR

NATURE OF CONDITION FOR APPROVAL:

Provide copy of Job Descriptions and salary  
survey + qualifications

WHEN IS THIS INFORMATION DUE, AND TO WHOM?

prior to 9/4/7 Full Council meeting

WILL THIS RESULT IN AN AMENDMENT TO THE LEGISLATION?

YES ( ) NO (✓)

WILL THIS RESULT IN A SUBSTITUTE TO THE LEGISLATION?

YES ( ) NO (✓)

HAS THIS INFORMATION BEEN RECEIVED? YES ( ) NO ( )

DATE OF RECEIPT: \_\_\_\_\_

AN ORDINANCE  
BY

*Hand Shul*

07-O-

AN ORDINANCE TO AMEND ARTICLE "V",  
CLASSIFICATION PLAN, SECTION 114-477,  
OF THE CODE OF ORDINANCES, CITY OF  
ATLANTA, GEORGIA, SO AS TO CREATE  
CLASSIFICATIONS AND FOR OTHER PURPOSES.

07-0 -1789

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS that  
Section 114-477, of the Code of Ordinances, City of Atlanta, Georgia, be and the same is hereby amended  
as follows:

**SECTION 1 - EFFECTIVE DATE OF ACTIONS:** That the effective date for actions contained within  
this ordinance shall be the beginning date of the pay period following adoption by Council and approval  
by the Mayor

**SECTION 3 - CLASSIFICATION CREATIONS:** That the classification plan of the City of Atlanta is  
hereby amended by creating the following classes as indicated:

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Enterprise Facilities Director	312366	50	\$108,713 - \$157,995
Enterprise Assets Manager	312367	41	\$ 75,439 - \$115,746

**SECTION 4** – That all ordinances and parts of ordinances in conflict herewith be and the same are  
hereby waived.

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

For Legislative Counsel Use Only

\_\_\_\_\_ Date Received \_\_\_\_\_ Complete \_\_\_\_\_ Incomplete (Date returned: \_\_\_\_\_)

\_\_\_\_\_ Date of Department Consultation \_\_\_\_\_ Date of Finance Department Consultation

Commissioner Notified: \_\_\_\_\_ Yes \_\_\_\_\_ No If No, Why? \_\_\_\_\_

Legislation Required

\_\_\_\_\_ Yes \_\_\_\_\_ No

Legislation Type

\_\_\_\_\_ Resolution \_\_\_\_\_ Ordinance

Amends the Code

\_\_\_\_\_ Yes \_\_\_\_\_ No

Blueback Prepared

\_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Signature \_\_\_\_\_

Council Members Only:

Authority to speak to Subject Matter Attorney \_\_\_\_\_ Yes \_\_\_\_\_ No

Authority to speak to Department \_\_\_\_\_ Yes \_\_\_\_\_ No

Date Submitted: August 13, 2007

Department Submitting Request: DHR

Person Submitting Request: Thomasenia Robinson  
6649

Extension:

Bureau/Division Manager: Benita Ransom

Extension: 6360

Requesting preliminary meeting with Legislative Counsel attorney? ☐ Yes ☒ No

Subject Matter of the Meeting \_\_\_\_\_

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission):  
August 13, 2007

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. All non-conforming requests must have Commissioner approval.

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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**Part I: Legislative Request Form:**

**Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.**

**1. What is the purpose of this legislation? (check one)**

- ☐ Accept a grant or donation
- ☐ Amend budget
- ☐ Amend Code of Ordinances
- ☐ Amend Contract
- ☐ Anticipate funds
- ☐ Appropriate funds
- ☐ Apply for a grant or donation
- ☐ Authorize/renew Contract
- ☐ Fines/penalties
- ☒ Human Resources related
- ☐ Make a purchase
- ☐ New project
- ☐ Procuring goods
- ☐ Procuring services
- ☐ Other, please explain

☐ Please describe in detail the purpose of your legislation? To create positions for the new Facility Management/Real Estate unit.

☐ If this legislation is to award/amend/renew a contract, please provide the following:  
Expiration date of contract: n/a  
Contract Term (months/yr): n/a

**2. Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).**

Creation of classifications requires Council approval

**3. If there is an existing process, will this legislation impact that process? How?**

No.

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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**4. Please explain and estimate any financial impact on the City or your Department.**

- ☐ Will the City need to appropriate or transfer funds to accomplish this purpose?  
Yes.
- ☐ Has this purpose already been set forth in the budget?  
Yes.
- ☐ Will there be a fee or charge assessed by the City?
  - ☐ If so, how much? No.
  - ☐ How was the fee or charge determined? n/a
- ☐ What FAC #'s are needed for this legislation? Also, please provide the associated amounts.
- ☐ 1C51 511001 D4001
- ☐ \$108,713-\$157,995
- ☐ &
- ☐ \$75,439-\$115,746
- ☐ Is a grant required for this legislation? ☐ Yes ☒ No
- If so, is a matching grant required? ☐ Yes ☐ No
- ☐ Will there be an increase or decrease in personnel? Increase.
  - ☐ Has HR been made aware of the need for personnel changes? ☒ Yes ☐ No  
If so, who is the contact person? Thomasenia P. Robinson at extension 6649
  - ☐ Will positions be created or abolished? Created
- ☐ Will additional resources be required to achieve this purpose?
  - ☐ If yes, what are those resources?
  - ☐ Has the Department estimated the cost of those resources? Yes.
- ☐ Will revenue be generated for the City? Possibly through the leasing and selling of properties

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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5. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). n/a
6. Is this a computer/technology purchase? ☐ Yes ☒ No  
If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative\_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:**

**Caption:**

**Council Meeting Date:**

**Requesting Dept.:**

**B. To be completed by the department :**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

***Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.***

The pupose of this ordinance is to create classifications that will have responsibility for the managenment of the new facility management/real estate unit. This unit will report to the Chief Operating Officer and work with city departments on all issues pertaining to property and facilities currently owned, considered for ownership or sale.

**2. Please provide background information regarding this legislation.**

***Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.***

see attached

**3. If Applicable/Known:**

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc): n/a

(b) Source Selection: n/a

(c) Bids/Proposals Due: n/a



- (d)     **Invitations Issued:** n/a
- (e)     **Number of Bids:** n/a
- (f)     **Proposals Received:** n/a
- (g)     **Bidders/Proponents:** n/a
- (h)     **Term of Contract:** n/a

4. **Fund Account Center:** n/a

5. **Source of Funds:** *Example: Local Assistance Grant* n/a

6. **Fiscal Impact:** n/a

*Example: This legislation will result in a reduction in the amount of \_\_\_\_\_ to Fund Account Center Number \_\_\_\_\_.*

7. **Method of Cost Recovery:** n/a

**Examples:**

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

**This Legislative Request Form Was Prepared By:** Thomasenia P. Robinson